

## **COON RAPIDS PLANNING COMMISSION MEETING OF JANUARY 15, 2015**

---

### **CALL TO ORDER**

---

The regular agenda meeting of the Coon Rapids Planning Commission was called to order by Chair Geisler at 6:30 p.m.

Members Present: Chair Jenny Geisler, Commissioners Denise Hosch, Wayne Schwartz, Zachary Stephenson and Julia Stevens.

Members Absent: Commissioner Jonathan Lipinski.

Staff Present: Planner Scott Harlicker.

---

### **PLEDGE OF ALLEGIANCE**

---

Chair Geisler led the Commission in the Pledge of Allegiance.

### **ADOPTION OF THE AGENDA**

---

MOTION BY COMMISSIONER SCHWARTZ, SECONDED BY COMMISSIONER HOSCH, TO ADOPT THE AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

### **APPROVAL OF THE NOVEMBER 20, 2014 REGULAR MINUTES**

---

MOTION BY COMMISSIONER HOSCH, SECONDED BY COMMISSIONER STEVENS, TO APPROVE THE PLANNING COMMISSION MINUTES OF THE REGULAR MEETING OF NOVEMBER 20, 2014, AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

### **NEW BUSINESS**

---

1. PLANNING CASE 15-1 - REGISTERED LAND SURVEY – DELEO AND RMS COMPANY – 8600 EVERGREEN BOULEVARD – PUBLIC HEARING
- 

It was noted the applicant is requesting approval of a registered land survey to subdivide three lots into two lots. The registered land survey will also move a common lot line. Staff reviewed the request further and recommended approval with conditions.

Chair Geisler opened the public hearing at 6:35 p.m.

Sam Deleo, 13 11<sup>th</sup> Avenue in St. Cloud, representative for the applicant, thanked staff for the thorough report. He addressed the easement situation for the lots and commented a lift station was located at the southwest corner of Tract A. He believed that Tract B had several easements on record as well. He explained that he could survey the property and provide the City with a certified survey.

Chair Geisler closed the public hearing at 6:36 p.m.

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER SCHWARTZ, TO APPROVE PLANNING CASE 15-1, THE REGISTERED LAND SURVEY WITH THE FOLLOWING CONDITIONS:

1. ALL COMMENTS OF THE ASSISTANT CITY ENGINEER BE ADDRESSED.
2. ALL COMMENTS OF ANOKA COUNTY HIGHWAY DEPARTMENT BE ADDRESSED.

THE MOTION PASSED UNANIMOUSLY.

This is a recommendation to the City Council that will be considered at the February 3, 2015 City Council meeting.

2. PLANNING CASE 15-2 – ORDINANCE AMENDMENT – ADDING PROCEDURE FOR APPROVAL OF ORDINANCE AMENDMENTS – PUBLIC HEARING

---

It was noted the applicant is requesting an amendment to Sections 11-304 and 11-305 to include approval procedures for ordinance amendments. Staff reviewed the request and recommended approval.

Chair Geisler opened and closed the public hearing at 6:38 p.m., as no one wished to address the Planning Commission.

MOTION BY COMMISSIONER HOSCH, SECONDED BY COMMISSIONER STEVENS, TO APPROVE PLANNING CASE 15-2, THE PROPOSED CODE CHANGE FOR THE FOLLOWING:

1. ADD SECTION 11-304.12 ADDING PROCESS FOR APPROVING AN ORDINANCE AMENDMENT.
2. ADD THE REQUIREMENT IN TABLE 11-305.3(1) TO INCLUDE ACTION FOR AN ORDINANCE AMENDMENT.

THE MOTION PASSED UNANIMOUSLY.

This is a recommendation to the City Council that will be considered at the February 3, 2015 City Council meeting.

3. ELECTION OF VICE CHAIR

---

City Planner Harlicker requested the Planning Commission elect a Vice Chair for the Commission.

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER HOSCH, TO ELECT WAYNE SCHWARTZ TO SERVE AS VICE CHAIR OF THE PLANNING COMMISSION FOR 2015. THE MOTION PASSED UNANIMOUSLY.

4. CONSIDER ADOPTION OF THE 2015 RULES OF ORDER, INTERNAL PROCEDURES AND POLICIES, AND CODE OF ETHICS

---

City Planner Harlicker requested the Commission adopt the 2015 Ethics, Rules of Order and Internal Procedures and Policies.

MOTION BY COMMISSIONER STEPHENSON, SECONDED BY COMMISSIONER HOSCH, TO ADOPT THE 2015 ETHICS, RULES OF ORDER, AND INTERNAL PROCEDURES AND POLICIES. THE MOTION PASSED UNANIMOUSLY.

OTHER BUSINESS

---

Chair Geisler announced with deep regret that long time Planning Commissioner Donna Naeve passed away on November 30, 2014. She sent her condolences to the Naeve Family.

Chair Geisler encouraged those interested in serving on the Planning Commission to contact City Hall or the City's website for further information. City Planner Harlicker explained that applications would be reviewed by staff next week.

ADJOURN

---

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER SCHWARTZ, TO ADJOURN THE MEETING AT 6:46 P.M. THE MOTION PASSED UNANIMOUSLY.

Recorded and Transcribed by,  
Heidi Guenther  
Planning Commission Recording Secretary